

**CITY OF PULLMAN**  
**HISTORIC PRESERVATION COMMISSION**  
Regular Meeting Minutes  
September 12, 2016

The City of Pullman Historic Preservation Commission held a regular meeting at 7:30 p.m. on Monday, September 12, 2016, in Council Chambers, City Hall, 325 SE Paradise, Pullman, Washington with Vice-Chair John Anderson presiding.

ROLL CALL: Present: Anderson, Gruen, Heatherly, Hornback, Munch-Rotolo, Root  
Excused: Warnick  
Staff: Radtke, Johnson

ANDERSON                      Called the meeting to order at 7:30 pm and called roll.

MOTION Munch-Rotolo moved to accept the minutes of the Regular Meeting of July 11, 2016 as prepared by staff. Failed for lack of a second.

Minutes of Regular Meeting of July 11, 2016.

Commissioners requested corrections to the July 11, 2016 Regular Meeting minutes. On Page 2 of 4, the third paragraph beings with “Tom Handy...”, but Tom Handy was not at that meeting, so the information must have been relayed to the Commission by someone else; by process of elimination, they determined it must have been relayed to the Commission by Ned Warnick, so they requested that “Warnick stated that” be added to the start of the paragraph.

MOTION Munch-Rotolo moved to accept the minutes of the Regular Meeting of July 11, 2016 as corrected. Seconded by Hornback and passed unanimously.

Minutes of Regular Meeting of August 8, 2016. Commissioners requested the following corrections to Page 3 of 6 of the August 8, 2016 Regular Meeting minutes:

- Second paragraph, end the paragraph after “the last stop.”
- Sixth paragraph, replace the phrase “was able to get ahold” with “met casually with Ed Garretson”, and correct “Historic” to “Historical”.
- Eighth (next to last) paragraph, replace “organization” with “Historical Society”.

MOTION                      Hornback moved to accept the minutes of the Regular Meeting of August 8, 2016 as corrected. Seconded by Munch-Rotolo and passed unanimously.

## **REGULAR BUSINESS**

Discuss Preparations for the  
Guided Walking Tour (Tour)  
Planned for This Fall.

Radtke stated that he contacted the Chamber of Commerce and they agreed to put notice about the Tour in both the Events Calendar and the Weekly eNews for the two consecutive weeks leading up to the planned tour date. He also contacted the Moscow-Pullman Daily News and the Tour has been added to their DNews Calendar and a small article will be published prior to September 23<sup>rd</sup>, and it will appear on Inland360.com and the Northwest Happenings Sunday Supplement.

## **DISCUSSION**

Commissioners discussed whether to keep “Old Post Office” or replace it with “U.S. Post Office” in the letter to stakeholders. They proposed the following corrections to the Tour map, a draft of which was provided by Warnick to staff and distributed at the meeting:

- Add a date after the title
- For location 4, add the term “Monument” after “Well”, include the date of construction, and correct the spelling of “Hutchison”
- For location 5, add the date after “Bridge”; they believed it should be 1916
- For location 6, add the date at the end; they believed it should be 1913
- For location 7, correct the spelling of “Russell”
- If possible, remove the small “1.” at the bottom right-hand corner of the map.

Heatherly expressed his apologies, but he will be unavailable because he is being sent to Fort Knox; he had Stop No. 4. Anderson stated that he had communicated with Ed Garretson of the Whitman County Historical Society (WCHS), who had expressed an interest in being involved; Anderson offered to speak with Ed Garretson about providing information at one of the locations. Gruen indicated that he would speak with his colleague about standing in as one of the Tour guides, as well.

Commissioners discussed using walkie-talkies during the Tour to keep in contact with each other. Root stated that he would check to see if he had a sufficient number of walkie-talkies available. Radtke also offered to determine if the City had any walkie-talkies they could provide.

Commissioners reported on their discussions with property owners:

- 1) Hornback:
  - Seth Anawalt had no objections to the Tour

- Porchlight Pizza indicated they may have some type of special available that night
  - Tom Handy is aware of the Tour, but he will not be available that night
- 2) Munch-Rotolo:
- the Cordova Theater is usually closed on Friday, but they may arrange for someone to be on site so Tour participants can enter the building and see foyer
  - the owner of the Pufferbelly Depot will be unavailable, but Tour participants can walk around the building and look in; they must stay off the black locomotive
- 3) Gruen stated he received no response to the email he sent to Joe Fairbanks
- 4) Anderson was slated to speak with the history club at WSU on September 13<sup>th</sup>

Commissioners discussed whether this might be considered a special meeting; the consensus was reached that it was, and Anderson asked staff to make the appropriate notifications for a special meeting. They set the official start time as 4:45 pm at the Old Post Office building.

#### **REGULAR BUSINESS**

Discuss Responses to Letter for Owners of National Register Properties.

Commissioners discussed the responses, and were disappointed but not surprised. Root opined that the legislation that authorizes the City as a Certificate Local Government (CLG) requires that when there is some kind of action through Federal or State function, which applies to anything on campus, it is an action by a state agency so it either has to be subject to Governor's Executive Order 0505, or Section 106 of the National Historical Preservation Act (NHPA). Anytime any of those things apply, the HPC should be made aware and at least have an opportunity to comment, at the very least.

Radtke said that he would talk with Planning Director Pete Dickinson about these regulations.

#### **OTHER BUSINESS**

Radtke informed the commission that two nominations to the Local Historical Register have been received and are likely to be reviewed at the October meeting.

#### **UPCOMING MEETINGS**

October 10, 2016 – Anderson will be absent; no other conflicts noted.

November 14, 2016 – No conflicts noted.

December 12, 2016 – No conflicts noted.

MOTION Munch-Rotolo moved to adjourn the meeting. The motion was seconded by Root and passed unanimously.

ADJOURNMENT The meeting was adjourned at 8:30 p.m.

ATTEST:

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Chair

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Planning Director

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Secretary